

Dear xxxx:

As you are no doubt aware, the DOE has formed a Hydrogen Safety Review Panel to review the safety of all Hydrogen, Fuel Cells and Infrastructure Technologies projects. Addison Bain (Chair, Hydrogen Safety Review Panel) and Steve Weiner (Panel Coordinator) have recommended that the following guidance be provided to principal investigators for their presentations at the 2004 DOE Hydrogen, Fuel Cells and Infrastructure Technologies Program Review:

1. Provide 1 slide for the presentation that covers safety-related aspects (in bulletized form) of the project that they wish to share with the Hydrogen Safety Review Panel. Examples include identification of safety vulnerability identification techniques used in the design and operation of equipment; identification of management of change process used for the project; any safety-related lessons learned from the project; and other insights they wish to convey to the Panel regarding safety.

2. Prepare a 1-page (or less) summary describing the specifics of the slide with text. These summaries are not for presentation but are provided to the Safety Panel member who is participating on that review team in that session.

Item #2 will give the Safety Panel an opportunity to collate and discuss what was learned across the entire program regarding safety and what that might suggest for additional safety reviews, review protocols, other specific actions, etc.

The benefit of doing this is that it brings SAFETY "front and center" and provides an opportunity to do some "fact-finding" for the benefit of the HFCIT Program as a whole. Should you have any questions about the slide or one-pager, please contact Steve Weiner at sc.weiner@pnl.gov or (202) 646-7870.

Please submit your safety one-pager to me along with your presentation by April 23. An updated presentation template is attached with guidance for preparing the safety slide included.

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